

Teacher Quality Committee Meeting Minutes

April 27, 2012

8:00-11:30

TQC Mission: The Teacher Quality Committee (TQC) will ensure equal access to long-range quality professional development for all teachers through the allocation of Teacher Quality Professional Development funds. The TQC will collectively and consistently utilize the Iowa Professional Development Model as its guide to monitor and strengthen professional development.

The Teacher Quality Committee met on April 27, 2012, from 8:00-11:30 in Mezzanine A of the Education Service Center in Sioux City. The following committee members were present: Donna Walsh, Kris Flewelling, Linda McEntaffer, Sandi Cannon, Chris Poeckes, Charlie Hoberg, John Beeck, Joe Malsam, Deb Padomek, Mary Jo Salem, Jim Vanderloo, and Janet Rohmiller. Ron Colling and Rich McGrath were not present. Elizabeth Rodriguez, intern with John Beeck, and Bruce Lear, Uniserv director, were also present at the meeting.

Minutes from Last Meeting

The minutes from the Feb. 20, 2012 meeting were reviewed and approved.

Agenda for Today's Meeting

The committee reviewed and approved the agenda for today's meeting. It was decided to address the discussion items before the action items during today's meeting.

DISCUSSION ITEMS

Building Leadership Teams' Process

There were questions raised by teachers regarding what processes are used to identify team members for BLT's and whether or not all teachers had the opportunity to serve on the BLT. Administrators on the committee shared how they make decisions about BLT members. While there is not a district-required process for selecting team members, administrators noted that they rotate team members periodically, although they do not want to rotate all members at any one time. They also work to get representation across the staff. From the district level, there is funding provided for teams of 4 teachers at the elementary level and teams of 8 teachers at the secondary level. Administrators may choose to have additional members, although the same funding limits apply and the identified numbers is allowed to participate in district activities, including Leadership Academy and cadres. Teachers on the committee reported that BLT's have really "come a long way" but also that teachers in some buildings feel as though they don't know what the selection process is and don't feel as though they have the opportunity to serve on the BLT. It was recommended that there be increased communication regarding BLT membership, selection process, and expectations/commitments for being on the BLT. Janet will put some expectations/commitments in writing, and district administrators (Mary Jo, Jim, and Janet) will share these with principals and discuss the importance of communication about BLT's.

Planning for Next Year: Who will lead the committee? What will the structure be?

Committee members raised questions about the leadership of this committee and of professional development as the current position that is filled by Janet is being reduced as part of the budget

reductions this year. The district-level roles and responsibilities will be re-distributed at the central office level. The distribution of roles and responsibilities is being determined; it is anticipated that there will be a point person to oversee professional development, but specific PD tasks will be spread out among central office administrators. The two open central office positions have been posted, and interviews will occur soon. It is likely that the committee will continue to have three central office administrators, including the Directors of Elementary, Secondary, and Curriculum/Instruction/Assessment and also including four principals.

What are you hearing?

No items were shared at this time.

ACTION ITEMS

TQ PD Attendance Data & Trends

Janet shared a compilation of data from 2007-2012. This included number of TQ PD hours provided each year and attendance by year, by each session, and by level (elementary/MS/HS). The review of this data shows that high school attendance was consistently about 3% lower than middle school and elementary. Some wondered if this related to extracurricular activities and coaching. The data also shows that more staff opt to attend the TQ PD time earlier in the year and attendance gradually decreases as the year progresses. The lowest attendance occurs on the full-day session, when the PD time is not connected to the weekly, required PD time. Secondary teachers on the committee noted that they prefer building-level PD over department/district-level PD where they can meet with their colleagues who teach in like subjects in their school; they see this as true collaboration time. In addition, they believe that when they do meet at the district-level as a course group (all teachers who teach the same course across the district) rather than the full department is more valuable, as well. Through further discussion, there were comments suggesting the need for agendas that are more singularly focused, while others noted that high school special education teachers benefit from attending PD with their co-teacher.

PD Survey

Data was shared from this year's survey, which was completed the week of April 16, as well as data from the past two years. Data shows we are providing more collaboration time across the past 3 years, although there is not a significant change in percentages over the years. We have a good list of topics for collaboration. Comments are less negative and more constructive. Collaboration is definitely seen as valuable.

TQ Budget & Resource Allocation for 2012-2013

Based on the current year's expenditures and allocations, there is a projected carryover of \$5,000 to \$10,000. Bruce Lear reported that he projects funding will be 1.28% higher than this year's allocation. For planning purposes, the committee used an estimated allocation of \$575,000 for next year. Given this, the committee agreed to the following allocations of funds for 2012-2013:

- \$476,000 for TQ PD time—this includes a total of 14 hours: eight 1-hour times added to Mondays and one 6-hour day in January (the same time as was originally built into this year's calendar).
- \$82,000 for Leadership Academy—this is a decrease in funding, as the committee decided to continue with 14 hours of PD time, rather than reducing this time to maintain a higher allocation for Leadership Academy.

- \$3,000 for TQ Committee functions
- \$9,000 for new teacher PD day (for first and second year beginning teachers)
- \$5,000 for stipends for teachers who participate in Project Lead the Way and/or Advanced Placement training in the summer (when these are requested as part of their job)

Iowa Core Update & Budget Request

Janet updated the committee on current ICC work. Department leaders are continuing curriculum alignment and assessments. Money remains in Iowa Core for the projects currently underway. There are no new requests at this time.

NEXT MEETING: The committee recommended that the first meeting in the fall be held in October—sometime after conferences and after budget allocations have been set.

Respectfully Submitted,
Janet Rohmiller